



WHEN IS A PERMIT REQUIRED?

ALL WORK IS BROKEN DOWN INTO ONLY TWO (2) CATEGORIES:

1. NEW WORK
2. MAINTENANCE AND REPAIR WORK

1. NEW WORK (All trades unless otherwise noted)

A. PERMIT REQUIRED AT ALL TIMES

- Any work subject to Flood Plain Management requirements (MCC 9.5-125).
- Political signs over 2 sq. ft.
- All other signs, fences, excavation, fill, land clearing, tree trimming or removal (as determined by the County Biologist), blasting, tie down of habitable structures, commercial demolition, storage of materials, mechanical, plumbing, electrical work and any work related to life safety.

B. NO PERMIT REQUIRED

- Political signs 2 sq. ft. or less.
- Miscellaneous contracting work only (i.e. concrete, carpentry, drywall, etc.) not involved with life safety for:
 - (1) All miscellaneous contracting work except as noted in 1A above - when fair market value* is less than \$1000.00.
 - (2) Miscellaneous contracting work except as noted in 1A above for interior remodeling work - when fair market value* is less than \$1,000.00.
 - (3) Residential demolition work when the fair market value* of the structure to be demolished is less than \$1000.00.

2. MAINTENANCE AND REPAIR WORK (All trades)

A. PERMIT REQUIRED AT ALL TIMES

1. If work involves a change in capacity, size, location or characteristics, OR;
2. If the fair market value* of the work is \$1,000.00 or greater.

B. NO PERMIT REQUIRED

1. If work does not involve a change in capacity, size, location or characteristics, AND;
2. If the fair market* value of the work is less than \$1,000.00.

* Fair market value - value of material plus labor based upon invoice or current market price (for material) and invoice or the most recent edition of Means Construction Data (for labor). "Voluntary labor" and/or "gift material" cannot be used to represent fair market value.

ONCE A PERMIT IS OBTAINED, WHAT RULES APPLY?

1. Permittee must be available for all inspections.
2. No inspection will be made unless permit card is displayed; and approved plans are readily available.
3. The permit shall become null and void unless the work authorized is commenced (and receives an approved inspection for either temporary electric or any other inspection colored red on the permit hard card) within sixty (60) days after the effective date of the permit. Once commenced, (with an approved inspection) the permit will become null and void if the work authorized does not have another approved inspection (colored red on the permit hard card) at least every one-hundred and twenty (120) days.
4. No "partial" inspections of any sort will count towards satisfying the 120 day requirement.
5. Certificate of Occupancy must be secured before this building can be used or inhabited for any purpose.
6. Do not remove Building Permit from job site until issuance of Certificate of Occupancy.
7. For inspections call: *Upper Keys 852-7115 Middle and Lower Keys 289-2542*

WHAT HAPPENS WHEN WORK IS DONE WITHOUT A REQUIRED PERMIT?

The options now available to all violators will be as follows:

1. Payment of an after the fact permit fee of 10% of the value of work actually accomplished or \$250.00 whichever is higher together with a regular permit to complete the work (if applicable). **OR;**
2. Removal of all work and return of site to original condition prior to the start of work. A demolition permit will be required (if applicable) together with any other permit required to return the site to its original condition. Biologist mitigation will be involved (if applicable).